

Summer Food Service Program Reimbursement Rates and Program Payments

There are two different types of payments a sponsor may receive:

1. **Advance Payments**—You may only request advance funds for claim months with ten or more serving days.
On the site Claim for Reimbursement, you will report an estimated meal count (excluding seconds) based on anticipated participation.
 - ❖ *Operating Advance* (maximum of two)
Will be paid the **lesser** of:
 - Total operating reimbursement paid for the same calendar month of the preceding year OR
 - Fifty percent of the amount needed for meals if vended OR
 - Sixty-five percent of the amount needed for meals if self-prep
 - ❖ *Administrative Advance* (maximum of two)
 - If the sponsor qualifies for administrative advances, administrative advance funds would equal **one-sixth of the approved Administrative Budget**.
 - All advance requests greater than \$40,000 must be approved by Amy Bianco. The sponsor must demonstrate administrative and management capability to justify the larger payment.

2. **Claim Payments**—Even if an advance claim is submitted for a month, you **MUST** submit a Claim for Reimbursement.
 - ❖ On the site Claim(s) for Reimbursement, you must report **actual** meals served
 - ❖ *Operating and Administrative Reimbursement* = meals claimed x reimbursement rate
 - ❖ Payments are calculated using year-to-date totals

**For any claim or payment questions
Contact Funding & Disbursements at 217-782-5256**